

**CITIZENS BICYCLE SAFETY COMMITTEE**  
**DRAFT MEETING MINUTES**  
**November 5, 2012**

**1. CALL THE MEETING TO ORDER – ROLL CALL/ANNOUNCEMENTS**

The meeting was called to order at 4:30

Committee Members Present – Mayor/Chair Gardner, Michael Alti, Lou Cohen, Robert Kahn, Denis LaBonge, Sean Matsler, Frank Peters, Tony Petros

Committee Members Absent – None

City Staff – Police Chief Jay Johnson, Deputy Chief David McGill, Lt. Jeff Lu, Sgt. Todd Bush, Sr. Civil Engineer Brad Sommers

Announcements: Chairwoman Gardner was not going to be present for the entire meeting. She asked Member Tony Petros to chair the meeting in her absence.

**2. APPROVAL OF MINUTES**

Member Frank Peters noted the City Manager, Dave Kiff, the Director of Public Works, David Webb, and Sr. Civil Engineer, Brad Sommers were present at the August meeting but the minutes did not show them as attending City Staff. He also noted the City Traffic Engineer, Tony Brine, did not attend. The Committee approved the meeting minutes with changes to the list of attending City Staff.

**3. CURRENT BUSINESS**

Acting Chairman Petros suggested moving Current Business item “F” (Police Department Update) to the beginning of the Current Business discussion. The committee agreed.

- F. Police Department Update**—Lt. Lu noted there were four bicycle-related incidents during the month of October and bicycle-related incidents are down seven percent when compared to 2011. He discussed details of the incidents.

Chief Johnson and Deputy Chief McGill noted the police report had been released for the incident involving Sarah Leaf. They presented the details of the incident.

- A. Current/planned project update** – Staff member Sommers noted the Corona del Mar Sharrows had been installed. Member Frank Peters stated he had been riding the segment and noted driver behavior seems to be better, but cyclists are still riding in the “door zone”.
- B. Focus Area Subcommittee Update** – Acting Chairman Petros noted the subcommittee was working to incorporate their findings into the CBSC final report. Member Bob Kahn noted additional observations and suggested improvements for the Balboa Blvd/32<sup>nd</sup> St intersection.
- C. Bicycle Master Plan Subcommittee Update** – Member Seam Matsler presented the Bicycle Master Plan Subcommittee report. He noted the subcommittee recommends the CBSC’s role in Complete Streets be reduced to creation of a Bicycle Master Plan to incorporate into the General Plan at a later date. Member Bob Kahn detailed the Complete Streets directive. Acting Chair Petros suggested the master plan include information/items to improve the City’s consideration as a Bicycle Friendly City.

Member Frank Peters presented a motion for the CBSC to approve the subcommittee’s recommendations. Member Sean Matsler revised the motion for the master plan to include information/items to improve the City’s consideration as a Bicycle Friendly City and for the option of supporting City Staff with consultant services. Member Michael Altı seconded the motion. The motion passed unanimously.

- D. Newport Coast Drive Landscape Maintenance Vehicles** – Member Frank Peters discussed his observations related to the impact of landscape maintenance vehicles parked within the bike lane on Newport Coast Drive. He also noted the same issue occurs on San Joaquin Hills Road. A subcommittee consisting of Dennis LaBonge, Michael Altı, and Frank Peters was created to review the issue. Acting Chairman Petros asked the subcommittee to observe how frequently the bike lane closures occur.
- E. Committee Meeting Time** – The Committee discussed changing the time of the meeting to 5:00 PM or later to accommodate public members that cannot get to the meeting by 4:30 PM. Member Lou Cohen suggested to table the item until the new Civic Center facility is open and to pursue meeting at the new facility. After discussion the item was tabled until the new facility is open.

#### **4. Committee Announcements or Matters for a Future Agenda (Non-Discussion Items)**

Topics for future meetings: the 2012 Annual Committee Report; Cyclist education and outreach including information on Sharrows.

Member Frank Peters noted the hard work of April Morris and Joan Littauer as the organizers of the Memorial Ride and fundraising effort. Additionally, he noted the need for cyclist education and outreach relating to Sharrows and proper riding position.

Acting Chair Petros noted rider position is related to the rider's comfort while travelling in traffic.

**5. Public Comment**

Brenda Miller suggested the Sharrows were not consistently placed in the vehicle "drip line". Additionally, she suggested using the changeable message signs to educate cyclists on Sharrows.

April Morris informed the Committee that the community has raised over \$60,000 for the public contribution to the City's Bicycle Safety Fund. Additionally she noted Amazon.com will donate 4 to 10 percent of purchases to the fund when items are purchased using the link to Amazon.com from the newportbeachmemorialride.com website.

**6. The meeting was adjourned at 6:00. The next meeting is TBD.**

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Chairwoman / Nancy Gardner